

**NURSING HOME ADMINISTRATOR EXAMINING BOARD
MINUTES
AUGUST 6, 2009**

PRESENT: Paul Peshek, Susan Kinast-Porter, Kenneth Arneson, David Egan (via telephone), Loreli Dickinson, Mary K. Lease, Mary Pike, Heather Sheehan and Mary Ann Clark

STAFF PRESENT: Gail Sumi, Bureau Director; Colleen Baird, Legal Counsel; Ben Hanes, Bureau Assistant; other Department staff were present for portions of the meeting

GUESTS: Jennifer Western, office of State Representative Dan Meyer; Jeremy Levin, Rural Wisconsin Health Cooperative; Otis Woods and Doug Englebert, DHS-DQA

CALL TO ORDER

David Egan, Chair, called the meeting to order at 9:36 a.m. A quorum of nine (9) members was present.

AGENDA

Amendments to the Agenda

- Under item E, add the letter from State Representative Dan Myer regarding LRB 1703/1, and the text of the proposed legislation

MOTION: Kenneth Arneson moved, seconded by Loreli Dickinson, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES (MAY 14, 2009)

MOTION: David Egan moved, seconded by Susan Kinast-Porter, to approve the minutes of May 14, 2009 as published. Motion carried unanimously.

**ADMINISTRATIVE REPORT
GAIL SUMI, DIVISION ADMINISTRATOR**

E-Credential: Gail Sumi informed the Board that licensees may now renew their credentials online and print them directly.

Board Member Vacancy: Gail Sumi noted that there is a vacancy and asked the Board to consider possible candidates for the position.

November 5th Meeting – Teleconference: Gail Sumi notified the Board that the next meeting, scheduled for November 5th, will be a teleconference rather than an in-person meeting.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

Noted.

LEGISLATIVE/ADMINISTRATIVE RULES

Status Review of Request for Proposed Revisions to ch. 456, Wis. Statutes Related to the Requirements for Nursing Home Administrator Licenses

The Board reviewed and discussed the proposed revisions. Gail Sumi informed the Board that she has submitted a request to the drafting bureau to produce an updated draft of the bill, with the proposed revisions. The new (final) draft should be ready by the November 5th meeting. The Board noted that it must still find an author for the legislation.

MOTION: Susan Kinast-Porter moved, seconded by Loreli Dickinson, to support 2005 AB 32, without amendment, for redrafting and introduction to the legislature. Motion carried unanimously.

MOTION: Susan Kinast-Porter moved, seconded by Heather Sheehan, to appoint David Egan and Kenneth Arneson as liaisons to the legislature regarding 2005 AB 32. Motion carried unanimously.

Appearance: Otis Woods, Director of the Bureau of Quality Assurance, and Doug Englebert, BQA Pharmacist, With Information on LRB 1703/1 by Rep. Meyer, Relating to: Requiring Informed Consent Before Administration of Psychotropic Medication to a Nursing Home Resident who has Degenerative Brain Disorder

Otis Woods and Doug Englebert presented their analysis of the bill to the Board. Jennifer Western from Representative Meyer's office also appeared before the Board and answered their questions. The Board expressed interest in finding out what other states have done with respect to this issue. The Board will discuss this matter further and possibly take action at the next meeting.

TRAVEL

Designate a Board member to travel to the National Association of Long Term Care Administrator Boards (NAB) conference October 28-30 in New Orleans

MOTION: Kenneth Arneson moved, seconded by Mary Ann Clark, to nominate David Egan to travel to the NAB conference in New Orleans on October 28-30, with Kenneth Arneson serving as alternate. Motion carried unanimously.

CLOSED SESSION

MOTION: Mary Ann Clark moved, seconded by Susan Kinast-Porter, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual

histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.: Susan Kinast-Porter-yes; Kenneth Arneson-yes; David Egan-yes; Loreli Dickenson-yes; Mary Lease-yes; Mary Pike-yes; Heather Sheehan-yes; Mary Ann Clark-yes. Motion carried unanimously.

Open Session recessed at 10:54 a.m.

RECONVENE TO OPEN SESSION

MOTION: Heather Sheehan moved, seconded by Susan Kinast-Porter, to reconvene to open session. Motion carried unanimously.

Open Session reconvened at 12:23 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS

05 NHA 029

MOTION: Susan Kinast-Porter moved, seconded by Kenneth Arneson, to rescind the administrative warning in the matter of case number 05 NHA 029. Motion carried unanimously.

CASE CLOSINGS SUBMITTED AFTER MAILING OF THE AGENDA

06 NHA 034

MOTION: David Egan moved, seconded by Loreli Dickinson, to close case 06 NHA 034 for no violation. Motion carried unanimously.

06 NHA 045

MOTION: Susan Kinast-Porter moved, seconded by David Egan, to close case 06 NHA 045 for compliance gained. Motion carried unanimously.

DOE – Signatures for Proposed Stipulations, Orders, and Administrative Warnings

Signatures were collected for all required items.

ADJOURNMENT

MOTION: Susan Kinast-Porter moved, seconded by Heather Sheehan, to adjourn the meeting at 12:26 p.m. Motion carried unanimously.